

**City of Roswell Downtown Development Authority**  
**Meeting Minutes**  
**Tuesday, July 5, 2016**  
**3:30 pm**  
**City Hall – Room 220**

**Present:** Monica Hagewood, David Lyon, Steven Rowe, Dave Schmit, Randy Schultz

**Absent:** Richard Hessler, Lonnie Mimms

**Call to Order:** Meeting called to order by Chair, Monica Hagewood, at 3:35 pm.

**Approval of Agenda:** Motion to approve agenda by Shultz, seconded by Lyon. Motion passed unanimously.

**Approval of Minutes for June Meeting:** Motion to approve June 7, 2016 Minutes made by Lyon, seconded by Schultz, passed unanimously.

**Treasurer's Report:** Schmit reported the balance as of June 30, 2016 for the DDA operating account is \$119,617.66. The balance for the Roswell Plaza account is \$52,961.59.

**Secretary's Report:** Lyon updated members on tentative use of the Roswell Plaza as a film location.

**Discussion of Downtown Development Projects:**

1. **Town Hall.** Recap of meeting and discussion of next Town Hall in early Fall.

2. **Roswell Plaza RFQ**

A general discussion and update on aspects and requirements of the RFQ/RFP for Roswell Plaza. This discussion included, but was not limited to, topics such as: coordination with City Council, staff and relevant Commissions, intent statements, entitlement process and RFP review process.

**Motion to Adjourn;** Motion to adjourn by Schultz, second by Schmit. Motion passed unanimously. Adjourned at 5:03p.m.